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REGULATION  
NO. [REDACTED]OPERATIONS-GENERAL  
9 December 1954

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## COORDINATION OF EXTERNAL RESEARCH

Rescission: CIA Regulation [REDACTED] dated 22 September 1952

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References: CIA Regulations [REDACTED]

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## 1. GENERAL

For purposes of this Regulation, external research is defined as research performed (a) by non-governmental institutions or individuals on contract with CIA or (b) by other Government agencies financed on a project basis by CIA. Excluded from this definition are scientific and technical research and development originating in offices reporting to the Deputy Director (Plans) and in the Office of Communications.

## 2. POLICY

CIA will employ external research only when its research requirements cannot be fulfilled more effectively by other means. Agency external research projects shall be coordinated within CIA and with other Government agencies to permit modification of terms of reference so that the requirements of all United States intelligence agencies may be considered; to assure against undesirable duplication of effort and unnecessary expense; and to maximize utilization of their results within the Government.

## 3. RESPONSIBILITIES

- a. The Special Assistant to the Director of Central Intelligence for Planning and Coordination is responsible for:
- (1) Assisting offices in defining and fulfilling the Agency's external research requirements;
  - (2) Providing information about other Government agencies' external research activities of possible interest to CIA offices;
  - (3) In cooperation with Contact Division, Office of Operations; and Liaison Division, Office of Collection and Dissemination; and other Government agencies, such as the External Research Staff, Department of State, obtaining and making available information about individuals and organizations having potential capabilities

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of fulfilling specific Agency research requirements; and otherwise supplementing existing direct liaison arrangements between the various offices of CIA and other Government agencies and external research organizations;

- (4) Assisting offices in the preparation of external research projects to be submitted for approval;
  - (5) Initiating and sponsoring external research projects, as appropriate, to support various Agency missions;
  - (6) Notifying appropriate CIA offices of the development of projects which may be of interest to them;
  - (7) Maintaining a current record of external research sponsored by CIA.
- b. The Liaison Division, Office of Collection and Dissemination, is responsible for establishing contacts between CIA representatives and potential Government contractors and for disseminating final reports resulting from external research projects, as appropriate.
  - c. The Contact Division, Office of Operations, is responsible for establishing contacts between CIA representatives and potential private contractors when Agency interest is to be revealed.
  - d. The Security Office is responsible for effecting necessary security clearances prior to the disclosure of classified information to outside contractors in accordance with Agency Regulations governing procurement under classified contracts.
  - e. The offices of the Comptroller and the General Counsel, the Logistics Office, and the Special Contracting Officer are responsible in their respective fields and in accordance with Agency Regulations for assisting Agency personnel in consummating agreements with contractors required to fulfill external research requirements.

#### 4. PROCEDURES

##### a. Initiation of an External Research Project:

An office initiating an external research project will furnish the Special Assistant to the Director for Planning and Coordination at the earliest practicable date a draft copy of the information required for the Project Review Committee's "Project Outline." (See F [REDACTED])

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## b. Preliminary Coordination:

On the basis of this information, the Special Assistant to the Director for Planning and Coordination will:

- (1) Ascertain if similar research has been or is being performed elsewhere;
- (2) Canvass the possible interests in the proposed project of other CIA offices and of other agencies to ascertain if their requirements can be taken into account through acceptable modification of the project;
- (3) Arrange exploratory meetings with potential private contractors through Contact Division, Office of Operations, or with potential Government contractors through the Liaison Division, Office of Collection and Dissemination.

## c. Preparation of External Research Project for Approval:

Following preliminary coordination, a project outline recommending approval of the project will be prepared by the sponsoring office in accordance with [REDACTED] Project Review Committee Procedures.

## d. Preparation of Contract:

- (1) After approval of a project for which a contract is required, the Chief of Logistics or the Special Contracting Officer will coordinate actions necessary to the preparation and execution of the contract with the contractor and with such CIA offices as may be necessary. The Logistics Office will furnish copies of the contracts it negotiates to the Office of the Special Assistant to the Director for Planning and Coordination and in the case of private contractors, to Contact Division, Office of Operations.
- (2) Every contract will provide that a progress report will be submitted by the contractor to the sponsoring office (through appropriate cutouts when necessary) at least every three months, and that a final written report will be submitted to the sponsoring office at the conclusion of the project.

## e. Execution of the Contract:

- (1) Each office will monitor the projects it sponsors and will, when requested, advise the Special Assistant to the Director for Planning and Coordination on the status of its projects. The Special Assistant to the Director for Planning and Coordination,

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upon request, will assist the sponsoring office in resolving any problem encountered in the execution of the project.

- (2) The sponsoring office will report the completion of an external research project to the Special Assistant to the Director for Planning and Coordination and, when appropriate, will forward the contractor's final report to the Office of Collection and Dissemination for dissemination.

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